



COMPTROLLER

OFFICE OF THE UNDER SECRETARY OF DEFENSE
1100 DEFENSE PENTAGON
WASHINGTON, DC 20301-1100

NOV 27 2006

MEMORANDUM FOR ASSISTANT SECRETARIES OF THE MILITARY
DEPARTMENTS (FINANCIAL MANAGEMENT AND
COMPTROLLERS)
U.S. MARINE CORPS, ASSISTANT DEPUTY
COMMANDANT FOR PROGRAMS AND RESOURCES
COMMANDERS OF THE COMBATANT COMMANDS
INSPECTOR GENERAL OF THE DEPARTMENT OF
DEFENSE
DIRECTORS OF THE DEFENSE AGENCIES
COMMANDER, U.S. ARMY CORPS OF ENGINEERS
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Increase in Convenience Check Dollar Limitation

Under Code of Regulations, Title 48, Chapter 1, the government purchase card threshold was increased from \$2,500 to \$3,000.

Effective immediately, I hereby authorize an increase in the maximum purchase dollar limit per convenience check from \$2,500 to \$3,000. The Department of Defense Financial Management Regulation, Volume 5, Chapter 2, which provides the Department's policy regarding the use of convenience checks, will be revised to reflect this change. All appropriate internal control procedures should continue to be followed.

My point of contact for this action is Ms. Audrey Clark. She may be reached by phone at (703) 695-9537 or by email at audrey.clark@osd.mil.

A handwritten signature in black ink, appearing to read "Robert P. McNamara".

Robert P. McNamara
Acting Deputy Chief Financial Officer